



# TOWN OF ENFIELD

## *Commission on Aging*

Minutes for Wednesday, July 13, 2016

Present: David Goyette, Chairperson, Alice Egan, Vice Chairperson, William St. George, Secretary, Howard Florian, Treasurer, Pauline LaCroix, Pat Linehan, Anthony Messina, Timothy Slade, Dawn Homer-Bouthiette, Director of Social Services

Absent: Shirley Carpenter, Mary O'Connell, Kathleen Tallarita, William Edgar, Town Council Liaison, Greg Stokes, Town Council Liaison

Guests: Paula Vaicekauskas, Director of Adult Day Center, Amy Morales, Grandparents Supporting Grandchildren

David Goyette, Chairperson, called the meeting to order at 4:00 PM.

### Chairperson's Report

Shirley Carpenter is on dialysis.

### Secretary's Report

Modification to June minutes: Under Grandparents Supporting Grandchildren, add "David Goyette attended the picnic, representing the Commission On Aging." A motion to accept the minutes with modifications, made by Timothy Slade and seconded by Anthony Messina, was passed.

### Treasurer's Report

The report is incorrect. It does not match the year end actual results. Apparently some formulas are wrong in the spreadsheet developed by the consultant. Discussion topics included the history and development of the report, uses and problems with the report, and project management versus financial control basis of reporting. Producing the current report is time consuming. Further discussion and resolution of financial reporting was delegated to a committee with members David Goyette, Howard Florian, Dawn Homer-Bouthiette and Will St. George.

The following motion pertains to the oral report and the consensus that the written report will be corrected and finalized next month.

A motion to accept the Treasurers' Report as presented, made by Will St .George and seconded by Pat Linehan, was passed.

## Committee Reports

### Grandparents Supporting Grandchildren

Amy Morales reported. The three-fold promotional brochure is ready for print. A motion to allocate \$250 to Grandparents Supporting Grandchildren for the purchase of a new brochure, made by Timothy Slade and seconded by Will St. George, was passed.

### Triad

Howard Florian reported on the regularly scheduled Triad Meeting.

### Symposium

Pat Linehan reported. Letters were mailed to attendees. Discussion of the next Symposium is postponed until after the Commission has allocated the budget.

### Adult Day Care

Paula Vaicekaskas reported current enrollment is 18 clients. The Commission will need to allocate monies for the September program at the next meeting in August.

### Senior Repair Project

Tony Messina reported. Administration of the project is now through DSS on High Street. The program is continuing to grow rapidly. The job load is booked through to the end of summer. Tony speculated, based on project growth, the need for a tooled and supplied truck. This would cut the current time spent on loading, unloading, and extra roundtrips for unexpected tool/supply needs, as well as personal tool usage.

In September, the storage space will be moved from the out-building to a 250 square foot partitioned space within the main building. The Project Committee will meet to plan details of the move.

We discussed the potential use of monies donated and designated exclusively to the project. The financial control process should not endanger the exclusive purpose of these funds; e.g., monies would not pass through the general account.

We will continue the discussion after Dawn Homer-Bouthiette investigates the financial process.

### Nursing Home Project

Alice Egan and Pauline LaCroix were the primary reporters. The Project Committee, Alice Egan, and Pauline LaCroix, along with Pat Linehan, expressed dissatisfaction with the new purchase order requirements. The project traditionally entails bargain shopping with many vendors, several shopping trips, some small purchases, and a relatively small budget. They question whether or not they will be able to continue the project and expect a higher project cost. Alice stated that the purchase order process had been refused at Walmart.

Dawn Homer-Bouthiette explained the importance of the financial control requirements and the background on the recent enforcement. She suggested contacting the vendors and asking them to use the purchase order system or alternatively donate to the project. The Committee stated they were not comfortable asking for donations. Dawn asked the Committee to send her a list of vendors.

### Transportation

Dawn Homer-Bouthiette reported. There has been a large increase in demand over the last six weeks, particularly for wheelchair transportation.

Volunteer drivers are needed for both Meals-On-Wheels and the Town's out-of-town medical transportation service.

### Old Business

#### Refrigerator Magnets

Pauline LaCroix reported. The Committee, Pauline and Pat Linehan, has allocated the remaining magnets. The Repair Program telephone number is obsolete; however, the Senior Center is forwarding the calls without any problems. Pauline raised an issue about allocating magnets to for-profit organizations.

### Grant

Pat Linehan requested an educational report for the Commission on the details of the LSS Grant. (See Special Meeting below.)

### Meeting Locations

Commissioners expressed dissatisfaction with the current six-month schedule of meeting locations. The Commission, as its own entity, is charged with addressing the needs of all Seniors of Enfield; e.g., through its by-laws. The consensus is that

the Commission should hold meetings where Seniors are naturally present. Pauline LaCroix will look into Mark Twain and other EHA sites. The Commission was reminded of the request from the Senior Center Advisory Board. There are two objections to the Town Hall Enfield Room. It is relatively isolated from senior traffic and the climate control of the room is unpleasant. We will discuss a revised schedule of meeting locations at the next meeting, which will be held at the Senior Center.

#### New Business

#### Special Meeting

The Commission will hold a special meeting, right before the next regular meeting, to discuss and decide Goals and The Budget for the current fiscal year. The meeting will be at the Senior Center from 2:00 to 4:00 PM on Wednesday, August 10, 2016. In addition, during the regular meeting (4:00 to 6:00 PM) Dawn Homer-Bouthiette will present an educational report on the LSS Grant.

A motion to adjourn, made by Will St. George and seconded by Pauline LaCroix, was passed. The meeting adjourned at 5:55 PM.

Respectfully Submitted by,  
Will St. George, Secretary

Next Meeting: Wednesday, August 10, 2016, at the Senior Center. [Goals & Budget, 2:00 to 4:00 PM] [LSS Grant & Regular, 4:00 to 6:00 PM]